

JOINT SCHOOL COMMITTEE MEETING MINUTES

Concord-Carlisle School Committee
Concord School Committee
September 3, 2024

Present: Julie Viola, Chair; CCSC
Carrie Rankin, Chair CSC; CCSC
Cynthia Rainey, CSC; CCSC
Andrew Herchek, CSC; CCSC
Tracey Marano, CSC; CCSC
Brian Waterson, CCSC
Alexa Anderson, Vice Chair CCSC; CSC
Domingos DaRosa, CCRSD METCO Rep

Present from Administration: Dr. Laurie Hunter, Superintendent of School, CPS & CCRSD
Robert Conry, Asst. Supt. of Finance & Operations, CPS & CCRSD
Shelly Chin, Interim Assistant Superintendent, CPS & CCRSD

I. CALL TO ORDER – CONCORD SCHOOL COMMITTEE

Ms. Rankin called the Concord School Committee (CSC) to order at 5:30 PM. Ms. Marano motioned to move the Concord School Committee into Executive Session under Purpose Three of the Open Meeting Law to conduct strategy with respect to collective bargaining with the CPS building service workers and to return to open session. Roll call attendance was taken: Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Anderson, aye.

The Concord School Committee entered Executive Session at 5:31 PM.

II. CALL TO ORDER – CONCORD CARLISLE SCHOOL COMMITTEE

Ms. Viola called the Concord-Carlisle School Committee to order at 6:00 PM.

Roll call attendance was taken: Anderson, present for both; Herchek, present for both; Marano, present for both; Rainey, present for both; Rankin, present for both; Viola, present for the region; Waterson, present for the region.

III. CCHS STUDENT UPDATE

High school student committee members Maddie Clancy and Felicity Zhang shared updates on the start of the school year: students are back into the swing of school after the Labor Day Weekend break; auditions were held for the Fall play *Trap*; the student senate is working on the 9th grade election; and students are excited about the upcoming activities fair.

IV. RECOGNITIONS

Dr. Hunter noted the school year's promising beginning. She was able to visit each school, connecting with faculty, students, and staff who were all happy to reunite. The returning student's palpable excitement and optimism for the year ahead was evident. Dr. Hunter expressed the district's gratitude to the bus drivers, food service workers, parents, teachers, support staff, and administrators who worked tirelessly throughout the summer to ensure a smooth start to the first two days of school.

V. PUBLIC COMMENT

There were no public comments.

VI. CONSENT AGENDA

- A. Policies to approve
- B. Policy Subcommittee Minutes 7.23.24
- C. CIPS Staff Child Enrollment Request for CIPS SY 24-25
- D. Warrants
 - 1. CPS Payroll
 - Pay date 8/29/24 \$141,317.88
 - Pay date 8/29/24 \$257,392.58
 - 2. CPS A/P
 - 1017 8/26/24 \$50,337.86
 - 3. CCRSD Payroll
 - Pay date 8/29/24 \$82,523.40
 - Pay date 8/29/24 \$20,510.92
 - Pay date 8/29/24 \$174,635.17
 - Pay date 8/29/24 \$73,713.70
 - Pay date 8/29/24 \$617,716.85

Ms. Anderson moved, and the motion was seconded by Ms. Rainey to approve the Consent Agenda as presented, excluding Item A) Policies to Approve and Item B) Policy Subcommittee Minutes, July 23, 2024. Roll call was taken: Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for the region; Waterson, aye for the region.

VII. CORRESPONDENCE

Ms. Viola noted the only correspondence received was regarding the naming of the middle school.

VIII. SUPERINTENDENT, CHAIRS, AND LIAISONS UPDATE

Dr. Hunter provided updates on district-wide initiatives, including Kicks for Cancer, community outreach, and progress on curriculum and assessments. She's currently reviewing the MCAS data and highlighted a district-wide focus on literacy, particularly in math and English. Dr. Hunter announced upcoming back-to-school nights for both the district and Mighty Moose and emphasized the importance of creating an inclusive and welcoming learning environment for all students.

Ms. Marano will send the Concord School Committee and the Concord-Carlisle School Committee the DEI Commission and Select Board meeting notes via email.

Ms. Viola and Mr. Herchek discussed their ongoing efforts to connect with the various Carlisle boards and committees.

IX. DISCUSSION

- A. School Committee Goals

The Committee discussed the school committee goals vetted over the last few weeks, which were chosen based on public feedback. The committee agreed on the importance of setting clear and measurable goals for the school year and identified some key areas for focus including: student achievement and success; community relations and outreach; budget-based goals; and policy updates. The committee agreed to continue discussions, add measurable SMART into the goals, before finalizing the goals in an upcoming meeting.

B. Self-Evaluation

The Committee reviewed self-evaluation goals for the upcoming school year, drawing on MASC survey data to pinpoint areas for improvement. Positive findings included successful new member onboarding, established procedures, effective administration planning, transparent budgeting, and open public engagement. However, the survey highlighted a need to enhance interpersonal respect among committee members. To monitor progress and refine goals, the committee agreed to conduct a follow-up survey early in 2025.

C. Capital Planning

Mr. Conry discussed key capital planning items including the need for a facility study to prioritize and outline timelines for recommended improvements including; finalizing a list of necessary repairs and upgrades, including HVAC systems, roofs, and athletic facilities; exploring potential funding opportunities for energy-efficient upgrades like fluorescent light replacement; tracking warranties and consider preventive maintenance to extend the lifespan of equipment; coordinating with Carlisle's FinCom and Select Board on shared projects and initiatives; and involving key stakeholders in identifying and prioritizing capital needs.

X. ACTION ITEMS

A. Vote to Approve Practices and Protocols.

Ms. Anderson moved, and the motion was seconded by Mr. Herchek to Approve Practices and Protocols as presented. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

B. Vote to Award CCHS Amenities Design to Gale Associates.

Ms. Marano moved and Ms. Anderson seconded the motion for Concord-Carlisle Regional School Committee to award the bid for the amenities building RFQ to Gale Associates Inc. in the amount of a hundred and sixty four thousand seven hundred twenty five dollars (\$164,725), and to authorize a transfer in the same amount from capital stabilization to a capital project fund for the aforementioned purpose, and further that the Concord-Carlisle Regional School Committee authorized district administration to negotiate and contract for the add-on services noted above at a future date should the district obtain authorization for construction project for an amenities building. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

XI. ADJOURNMENT

Ms. Anderson moved, and Ms. Rainey seconded the motion to adjourn the meeting at 8:11PM. Roll call was taken: Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for the region; Waterson, aye for the region.

Respectfully submitted,

Barbara Gilmore

Approved: 10.8.24

Abbreviations:

CCHS Concord-Carlisle High School
CCRSB Concord-Carlisle Regional School District
CCSC Concord-Carlisle Regional District School Committee
CCTA Concord-Carlisle Teachers' Association
CEF Concord Education Fund
CMS Concord Middle School
CMSBC Concord Middle School Building Committee
COAR Communities Organizing Against Racism
CPC Community Preservation Committee
CPS Concord Public Schools
CSC Concord School Committee
CTA Concord Teachers Association
DEIB Diversity, Equity, Inclusion and Belonging
DHCB Department of Housing and Community Development
ESSER Elementary and Secondary School Emergency Relief Fund
FINCOM Finance Committee
LEAP Learning Executive and Academic Processes
MTSS Multi-Tiered System of Supports
PD Professional Development
SC School Committee
SEPAC Special Education Parent Advisory Council
WRAP Writing, Reading, and Academic Processes
YRBS Youth Risk Behavior Survey